

**U.S. DEPARTMENT OF ENERGY
AND
NATIONAL NUCLEAR SECURITY ADMINISTRATION (NNSA)**
Washington Executive Seminar
Administered by the USDA Graduate School

Program Overview:	<p>The Graduate School, USDA Leadership Development Program offers four Senior Executive Service (SES) development seminars designed to help employees prepare for selection into the SES. Each seminar reflects different key components of OPM's Executive Core Qualification (ECQ) Competencies. Washington Executive Seminar is one of the four seminars offered.</p> <p>This is a two-week non-residential program that focuses on the Executive Core Qualifications (ECQs) of Leading Change and Building Coalitions/Communications. It also touches on the other ECQs as well. Participants gain from individual and group activities, exercises, and presentations, and they will take advantage of the Washington location to interact with Congress, as well as specialists in Federal Government operations.</p>
Objective:	<p>At the conclusion of the course, participants should be able to:</p> <ul style="list-style-type: none"> • Describe the ECQ requirements and process for gaining entry to the SES • Identify ways to lead an agency in achieving organizational change • Build coalitions and networks through effective executive communications strategies • Describe the workings of Congress and the executive offices and their impact on federal agencies
Audience:	The seminar is open to current members of the SES seeking additional or refresher training in various executive competencies, individuals participating in agency Candidate Development Programs, and those at the GS-14 and GS-15 levels seeking to enhance qualifications for entrance into the SES.
Cost:	Tuition is \$3,445 and is the responsibility of the participant's organization, as are travel and per diem expenses, if necessary.
Program Cycle:	A two-week program, February 23-March 6, 2009 or June 15-26, 2009 .
Nomination Procedure:	<p>Step 1: Employees must coordinate their application package through his or her training liaison/coordinator as well as your supervisor. Step 2: For those organizations currently using the Corporate Human Resource Information System (CHRIS) training workflow, please use workflow to submit your request for training enrollment in Course #001575, Session 0005 for the February 23-March 6, 2009 session or Session 0006 for the June 15-26, 2009 session. For those organizations not currently using the training workflow process, please follow your existing interoffice registration process. Step 3: When the training request is approved, complete an application package; it must include a completed USDA application form (click the dates above), and a training request form (SF182). Step 4: Submit nomination materials to Norman Houghtaling, Career Development Assistant, HC-21 via email, norman.houghtaling@hq.doe.gov or fax (202) 586-9570.</p> <p>The NNSA nomination process will not apply; NNSA employees need to submit their training request through CHRIS Training Workflow for supervisory approval.</p>
Points of Contact:	DOE: Norman Houghtaling, Career Development Assistant, (202) 586-0953 or norman.houghtaling@hq.doe.gov ; or Karen Lerma, Corporate Training Officer, Office of Human Capital Management Innovations and Solutions, Enterprise Training Services, HC-21 at (202) 631-9940 or karen.lerma@hq.doe.gov .
Nomination Due Date:	Due by February 13, 2009 and June 1, 2009
Additional Information:	More detailed information on the program is available on the USDA Graduate School Website Graduate School, USDA - Senior Executive Service (SES) Developmental Seminars